ST/AI/218/Rev.14/Add.1

UNITED NATIONS

# SUBJECT INDEX

# TO

# ADMINISTRATIVE ISSUANCES

October 1992

## INTRODUCTION

1. The present subject index to administrative issuances provides the information needed to locate issuances on specific subjects that are current as of 30 September 1992. This publication is issued annually, together with a numerical index, under the symbol ST/AI/218/-.

2. The entries in this index are arranged under major categories and subcategories, numbered for ease of reference. Each entry indicates the subject-matter and the document symbol of current issuances related to it.

3. Excluded from this index are circulars of interest or applicability to project personnel, issued under the series symbol ST/IC/P/-.

4. It should be noted that the description of the organizational structure contained in chapter X does not fully reflect the organizational restructuring under way. Appropriate Secretary-General's bulletins thereon will be issued in due course. See Secretary-General's bulletins ST/SGB/248 and ST/SGB/249 for changes made in the initial phase of the restructuring of the United Nations Secretariat effective 1 March 1992.

5. Copies of the index are available through official distribution or by checking off the appropriate box in the form provided herein and returning it to the Management Advisory Service at Headquarters.

6. Comments and suggestions concerning this publication will be appreciated. They should be addressed to the Chief, Management Advisory Service, room S-2735, United Nations, New York, NY 10017.

**NUMERICAL AND SUBJECT INDICES**
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Asian Institute for Economic Development and Planning - ST/SGB/Organization, annex III; ST/SGB/127 and Amend.1

International Research and Training Institute for the Advancement of Women - ST/SGB/214

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* Does not fully reflect the organizational restructuring under way. Appropriate Secretary-General's bulletins thereon will be issued in due course. See Secretary-General's bulletins ST/SGB/248 and ST/SGB/249 for changes in the initial phase of the restructuring of the Secretariat effective 1 March 1992.

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Joint Staff Pension Board: functions - ST/SGB/Organization, annex II

4. Secretariat departments and units

Administration and Management - ST/SGB/Organization, section P and Corr.1; ST/SGB/213/Rev.1; ST/SGB/248; ST/SGB/249

Administrative Management Service - ST/SGB/Organization, section P (IV)/Rev.1; ST/SGB/100; ST/SGB/138; ST/SGB/155; ST/AI/226 and Amends. 1-2; ST/AI/261; ST/ADM/SER.A/1336

Central Evaluation Unit - ST/SGB/211; ST/SGB/223

Central Monitoring Unit - ST/SGB/196/Rev.1; ST/SGB/223

Centre for Human Settlements (HABITAT) - ST/SGB/168

Centre on Transnational Corporations - ST/SGB/Organization, section T/Rev.2; ST/SGB/197; ST/SGB/248; ST/SGB/249

Conference on Trade and Development: Secretariat of the United Nations - ST/SGB/Organization, section L

Conference Services - Office of - ST/SGB/Organization, section Q/Rev.2 and Corr.1; ST/SGB/248; ST/SGB/249 (para. 8)

Dag Hammarskjöld Library - (see Conference Services above)

Disarmament Affairs - Department for - ST/SGB/Organization, section: DDA; ST/SGB/199; ST/SGB/248; ST/SGB/249; ST/IC/83/9

Disaster Relief Coordinator - ST/SGB/Organization, section N/Rev.2 and Corr.1 and Rev.2/Amend.1; ST/SGB/248; ST/SGB/249; ST/SGB/251

Economic and Social Commission for Asia and the Pacific - ST/SGB/Organization, section K(II); ST/SGB/249

Economic and Social Development - Department of - ST/SGB/248; ST/SGB/249

Economic Commission for Africa - ST/SGB/Organization, section K(IV)/Rev.1

Economic Commission for Europe - ST/SGB/Organization, section K(I)/Rev.1

Economic Commission for Latin America and the Caribbean - ST/SGB/Organization, section K(III), ST/SGB/208

Economic and Social Commission for Western Asia - ST/SGB/Organization, section K(V) and Amend.1

Electronic Data Processing and Information Systems Service - ST/SGB/Organization, section P(VI)

Environment Programme - ST/SGB/Organization, section O/Rev.1

Executive Office of the Secretary-General - ST/SGB/Organization, section C/Rev.1; ST/SGB/249

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General Services - Office of - ST/SGB/Organization, section P(III) and Amends.2-3; ST/SGB/182; ST/SGB/191; ST/SGB/213/Rev.1;
--Archives and records management - ST/SGB/241; ST/SGB/242; ST/IC/89/24
--Mail Operations Section - ST/SGB/182

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Internal Audit Division - ST/SGB/Organization, section P(V)/Rev.1 and Corr.1

International Economic and Social Affairs - Department of - ST/SGB/161; ST/SGB/223; ST/SGB/248; ST/SGB/249

Law of the Sea - ST/SGB/Organization, section X; ST/SGB/248

Legal Affairs - Office of - ST/SGB/Organization, section: OLA; ST/SGB/248

Namibia: Office of the United Nations Commissioner - ST/SGB/Organization, section SPQRCDT/OCN; ST/SGB/248

Office at Geneva - ST/SGB/Organization, section S and Amends.1-2 and Corr.1, Add.1 and Add.1/Amend.1; ST/SGB/186; ST/SGB/189; ST/SGB/249
--Centre for Human Rights - ST/SGB/194; ST/SGB/249

Office at Vienna - ST/SGB/Organization, section Z; ST/SGB/175; ST/SGB/218; ST/SGB/249
--United Nations International Drug Control Programme - ST/SGB/240; ST/SGB/203 (para. 3)

Office for Programme Planning, Budgeting, Monitoring and Evaluation - ST/SGB/223; ST/SGB/228 and Add.1/Rev.1; ST/SGB/PPBME Rules/1; ST/SGB/250

Office for Research and the Collection of Information - ST/SGB/Organization, section: ORCI; ST/SGB/225; ST/SGB/248; ST/SGB/249

Office of Human Resources Management - ST/SGB/224; ST/SGB/236 (paras. 1 and 3 only)

Office of the United Nations High Commissioner for Refugees - ST/SGB/Organization, section W

Peace-keeping Operations - Department of - ST/SGB/248; ST/SGB/249

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Political Affairs - Department of - ST/SGB/248; ST/SGB/249

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--Division for Palestinian Rights - ST/SGB/195
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Secretariat Services for Economic and Social Matters - ST/SGB/163; ST/SGB/248; ST/SGB/249

Special Political Affairs: Office of the Under-Secretaries-General - ST/SGB/Organization, section D/Rev.1; ST/SGB/248; ST/SGB/249

Special Political Questions, Regional Cooperation, Decolonization and Trusteeship and the Office of the United Nations Commissioner for Namibia: Department for - ST/SGB/Organization, section: SPQRCDT/OCN; ST/SGB/248; ST/SGB/249

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Transfer of the United Nations Sahelian Office to the United Nations Development Programme - ST/SGB/153

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5. Secretariat boards and committees

Advisory Board on Compensation Claims - ST/SGB/Organization, annex I

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--Composition and functions - ST/SGB/Organization, annex I
--Membership - ST/IC/1992/45

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--Composition and functions - ST/SGB/Organization, annex I
--Membership - ST/IC/1992/46

Career Development Committee - ST/SGB/166; ST/SGB/246; ST/AI/301 and Add.1; ST/AI/358; ST/AI/373 and Add.1; ST/IC/86/52; ST/IC/86/62; ST/IC/1992/21

Central Examination Board - ST/SGB/173; ST/AI/375/Add.1

Claims Board:
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Classification Appeals and Review Committee:
--Field Service - ST/AI/344; ST/AI/277
--General Service (Addis Ababa) - ST/AI/356 and Add.1
--General Service (ESCWA) - ST/AI/377
--General Service (New York) - ST/AI/358; ST/IC/89/77 (membership)
-- General Service (small and medium-sized duty stations) - ST/AI/369 and Amend.1
--Professional posts - ST/AI/277; ST/IC/87/30 (membership)
--Security Service and Trades and Crafts (New York) - ST/AI/358

Committee on Contracts - ST/SGB/Organization, annex I

Committee on the Employment of Women in the Secretariat - ST/SGB/Organization, annex I

Exhibits Committee - ST/AI/376; ST/AFS/SER.A/179

Field Service Promotion Review Panel - ST/IC/1992/53

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Health and Life Insurance Committee - ST/SGB/Organization, annex I

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Joint Advisory Committee:
--Composition and functions - ST/SGB/Organization, annex I;
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Joint Appeals Board:
--Composition and functions - ST/SGB/Organization, annex I; ST/IC/88/10
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--Representation by counsel - ST/AI/351
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Joint Disciplinary Committee - ST/SGB/Organization, annex I; ST/IC/88/10
--Membership - ST/IC/88/24
--Representation by counsel - ST/AI/351
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Panels of Counsel - ST/AI/351; ST/IC/88/10; ST/IC/88/11; ST/IC/1991/35

Panels on Discrimination and Other Grievances - ST/AI/308/Rev.1; ST/IC/88/10
--Membership - ST/IC/1992/35
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Senior Advisory Board on Services to the Public - ST/SGB/231

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Staff-Management Coordination Committee - ST/SGB/176/Rev.2

Standing Review Committee on Word-processing Training - ST/AI/325

Steering Committee for the Improvement of the Status of Women in the Secretariat:
-- Membership - ST/SGB/216 and Add.1-3
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Technological Innovations Board - ST/SGB/245 (see also section XII.1 below)
--Membership of the Working Group of the Technological Innovations Board - ST/IC/1991/25

Technological Innovations Committees - ST/AI/345 (see also section XII.1 below)

Tort Claims Board - ST/SGB/230

Visa Committee - ST/SGB/Organization, annex I

Working Group on Relations between Non-governmental Organizations and the Secretariat and United Nations Programmes - ST/SGB/209

6. Units servicing voluntary programmes

African Institute for Economic Development and Planning - ST/SGB/Organization, annex III; ST/SGB/129

Asian Institute for Economic Development and Planning - ST/SGB/Organization, annex III; ST/SGB/127 and Amend.1

International Research and Training Institute for the Advancement of Women - ST/SGB/214

Latin American Institute for Economic and Social Planning - ST/SGB/Organization, annex III; ST/SGB/125/Rev.1 and Amend.1 (English only); ST/SGB/125/Rev.2 (Spanish only)

United Nations Children's Fund - ST/SGB/Organization, annex III (see also E/ICEF/Misc.131)

United Nations Development Programme - ST/SGB/Organization, annex III

United Nations Fund for Population Activities (now United Nations Population Fund) - ST/SGB/Organization, annex III

United Nations Institute for Training and Research - ST/SGB/Organization, annex III

United Nations International Drug Control Programme - ST/SGB/240; ST/SGB/203 (para. 3)

United Nations Research Institute for Social Development - ST/SGB/Organization, annex III; ST/SGB/126 and Amend.1

United Nations Social Defence Research Institute - ST/SGB/Organization, annex III; ST/SGB/134

United Nations University - ST/SGB/Organization, annex III

## XI. PERSONNEL

1. Administration/staff relations

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--Subject index - ST/AI/218/Rev.14/Add.1

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--Representation by counsel - ST/AI/351
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Panels of Counsel - ST/AI/351; ST/IC/88/10; ST/IC/88/11; ST/IC/1991/35

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2. Allowances, entitlements and grants

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4. Appointments, placement and promotion

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8. Job classification systems

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--General Service (Addis Ababa) - ST/AI/356 and Add.1
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